

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 22 December 1960

FROM : Chief, Intelligence School

SUBJECT: Weekly Activities Report No. 45  
14 - 20 December 1960

1. Chief IS will be on leave during the week of 26 December 1960 and on 5 and 6 January 1961. He will be available at home if he is needed. He will be on duty 3 and 4 January. Miss [REDACTED] will return from leave on 3 January. Mrs. [REDACTED] will be on duty throughout the weeks of 26 December and 2 January.

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2. At 1400 on 3 January Chief IS will meet with Mr. [REDACTED] DDI Training Officer, in his office to discuss training problems of mutual concern.

3. Beginning on 9 January and continuing through 2 February, Chief IS will be in class every morning except Fridays -- on Mondays and Wednesdays in the Intelligence Briefing Course in room 2025 R&S and on Tuesdays and Thursdays in the Advanced Writing Workshop for ORR in M Building. The ORR workshop, which begins on 10 January, has an enrollment of 16 students.

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Attachment: Reports

JOB NO. \_\_\_\_\_ BOX NO. \_\_\_\_\_ FLD NO. \_\_\_\_\_ DOC. NO. / NO CHANGE  
IN CLASS ☒ / DECLASS ☐ / CLASS CHANGED TO: TS S C RET. JUST. 22  
NEXT REVIEW DATE: 7/9/80 REVIEWER: [REDACTED] TYPE DOC. 02  
NO. PGS 22 CREATION DATE \_\_\_\_\_ ORG COMP // OPI // ORG CLASS S  
REV CLASS S REV COORD. \_\_\_\_\_ AUTH: HR 70-3

~~SECRET~~

# MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

ATTACHMENT